

Council of Governors Meeting: Monday 30 April 2018
CoG2019.06

Title	Council of Governors' Cycle of Business
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Purpose	For discussion.
History	A previous cycle of business was presented to the Council at its meeting on 30 April 2018 (CoG2018.18).

Council of Governors Cycle of Business

1. Background

- 1.1. This paper outlines a proposed cycle of business for the Council of Governors during 2019/20.
- 1.2. This is intended to show subjects that the Council is required to consider or which it is likely to be interested in reviewing and at which meeting the relevant items are expected to be available and builds on a similar document that was prepared last year.
- 1.3. This draft document is submitted for initial review and comment, before it is developed further. The Cycle of Business is not intended to represent an exhaustive list of all activities which will be undertaken by the governors over the period of a year.

2. Cycle of Business

- 2.1. A proposed cycle of business is attached (Appendix 1).
- 2.2. This incorporates elements which the Council is required to consider such as the Trust Business Plan, the Annual Accounts and the selection of a quality metric for audit.
- 2.3. In addition it includes regular surveys and reports which it is anticipated are likely to be of interest to governors. These include the results of the annual Staff Survey and Inpatient Survey.
- 2.4. As outlined in their terms of reference, the performance and membership of committees should be reviewed on an annual basis and this is also incorporated into the cycle.

3. Recommendations

- 3.1. The Council of Governors is asked to **consider** the proposed cycle of business and to **recommend** any revisions or additions which may be required.

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January 2019

COUNCIL OF GOVERNORS CYCLE OF BUSINESS 2019/20						
Area	Lead	Jan-19	Apr-19	Jul-19	Oct-19	Jan-20
Quality and Performance	Chief Nurse			Inpatient Survey Results		
	Director of Improvement & Culture		Results of 2018 Staff Survey			
Strategy and Planning	Medical Director		Quality Priorities for 2018/19			
	Chief Finance Officer	Update on Annual National Planning Guidance	Annual Business Plan 2018/19			Update on Annual National Planning Guidance
	Director of Clinical Services	Update on Winter Plan			Winter Preparedness Plan	Update on Winter Plan
Governance and Regulation	Chief Finance Officer				Annual Accounts 2018/19	
	Medical Director	Quality Metric for Audit	Quality Account 2018/19		Auditors Report on Quality Account	Quality Metric for Audit
		Committee reports	Review of Committee Performance and Membership	Committee reports	Committee reports	Committee reports